



TEXAS A&M **INTERNATIONAL** UNIVERSITY

Purchasing Office
5201 University Blvd.
Laredo, TX 78041-1900
PH 956-326-2346 • FX 956-326-2349

**Bid Package
for
Promotional Souvenirs**

Class/Item #: 037-78

**Bid Number
761-16-008_ Promotional Souvenirs**

**QUOTES MUST BE DELIVERED IN PERSON ON MONDAY, MAY 9
OR BY 2:00 PM ON TUESDAY, MAY 10, 2016
AT SENATOR WEST'S DOING BUSINESS TEXAS STYLE SPOT BID FAIR
TO:
ANNIE GUTIERREZ**

****NO BIDS WILL BE ACCEPTED BY MAIL, FAX OR E-MAIL****

TEXAS A&M INTERNATIONAL UNIVERSITY
PURCHASING OFFICE
LAREDO, TEXAS
78041-1900
PHONE: 956-325-2346 | FAX: 956-326-2349

Please provide requested information and/or pricing on following forms. The quantities listed are estimates only and may change depending on final review of department's needs. Accompany your quotation with official company literature indicating specifications for equipment quoted.

FAILURE OF BIDDER TO SIGN BELOW WILL DISQUALIFY BID

Bid Number: **761-16-008_Promotional Souvenirs**

BIDDER INFORMATION – Proposed Bidder certifies all information submitted to be complete, true, and correct.	
COMPANY NAME	AUTHORIZED SIGNATURE
MAILING ADDRESS	PRINT OR TYPE NAME
CITY, STATE, ZIP	TITLE DATE
VENDOR TAX ID NUMBER	

Any questions concerning this bid must be sent in writing to Annie Gutierrez at ann.gutierrez@tamiu.edu.

Bid Number: 761-16-008 Promotional items Souvenirs

Item No.	Description:	Item No.	Quantity	Unit Price	Extended Price
1.	Silicone card holder for cell phones RFID blocking design; adhesive backing Color: White Imprint: Full color, 3 color logo		5,000	\$	\$
2.	Hanging Banners Hemmed edges and brass grommets Material: 65% polyester, 35% cotton Size: Item: 36" w x 27" h Color: Burgundy Imprint: Full color, 3 color logo (area 34" x 22")		150		
3.	Lanyards with Snaphook Size: ¾"W x approx. 34"L Material: Nylon Color: Maroon Imprint: white		5,000		
4.	Knit-in lanyard with Snaphook Size: 5/8"W x approx. 36"L Color: Maroon Imprint: "white"		5,000		
5.	Recyclable Grocery Bags Description: High-quality non-woven laminated coating tote bag 80 GSM Size: 14" W x 15"H x 8" side and bottom with 2 regular 22" handles. Imprint: full color, both sides (different logo/side) Bag color: white Handle color: maroon		2,500		
6.	Die-cut Vinyl keychain in the shape of a "U" ** Imprint: "The International U" die cut full color logo. 4 x 4 cms Imprint: full color		5,000		
7.	Premium Translucent Vinyl School Kits Imprint: full color digital Kit includes: Clear/transparent/black zipper vinyl zippered packet; maroon pencil with 1-color imprint, white eraser with 1-color imprint, white sharpener and natural-finish 6" wood ruler with 1-color imprint Imprint: "The International U" Logo for the bag Maroon pencils with imprint "TAMIU" White erasers with imprint "TAMIU" Maroon Rulers with Imprint: "TAMIU"		5,000		

	White Sharpeners no imprint				
	Setup charge				\$
	Delivery to Laredo, TX 78041				\$
	ORDER TOTAL				\$

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TEXAS A&M INTERNATIONAL UNIVERSITY

Terms and conditions: Items below apply to and become part of submitted bid. Any exceptions thereto must be in writing.

BIDDING REQUIREMENTS

- 1 Bidders must comply with all rules, regulations and statutes relating to purchasing in the State of Texas in addition to the requirements of this form.
- 2 Bidders must price per unit shown. Unit prices shall govern in the event of extension errors.
- 3 Bids should be submitted on this form only.
- 4 Late and/or unsigned bids will not be considered under any circumstances. Person signing bid must have the authority to bind the firm in a contract.
- 5 Quote F.O.B. destination, freight prepaid and allowed. Otherwise, show exact delivery cost and terms.
- 6 Bid prices are requested to be firm for TAMIU acceptance for 45 days from bid due date. "Discount from list" bids are not acceptable unless requested. Cash discounts are not considered in determining an award. Cash discounts offered will be taken if earned.
- 7 Bid s should give Payee ID Number, full firm name and address on the face of this form. Enter in the space provided, if not shown. The payee ID number is the taxpayer number assigned and used by the Comptroller of Public Accounts of Texas. If this number is not known, complete the following:
Enter Federal Employer's Identification Number

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Sole proprietor should also enter Social Security No.

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- 8 Bid cannot be altered or amended after opening time. Alterations made before opening time should be initialed by bidder or his authorized agent. No bid can be withdrawn after opening time without approval by TAMIU based on an acceptable written reason.
- 9 Purchases made for State use are exempt from the State Sales tax and Federal Excise tax. Do not include tax in bid. Excise Tax Exemption Certificates are available upon request.
- 10 TAMIU reserves the right to accept or reject all or any part of any bid, to waive minor technicalities and award the bid to best serve its interests.
- 11 Consistent and continued tie bids could cause rejection of bids by TAMIU and/or investigation for antitrust violations.
- 12 Manufacturer's standard warranty, when applicable, shall apply unless otherwise stated in the bid request.
- 13 The award(s) will be made in accordance with Rule 1 TAC Section 113.6 (b) (3) and 113.8 (preferences).

DELIVERY:

- 1 Show number of days required to place material in receiving agency's designated location under normal conditions. Failure to state delivery time obligates bidder to deliver in 14 calendar days. Unrealistic delivery promises may cause bid to be disregarded.
- 2 If delay is foreseen, vendor shall give written notice to TAMIU. Vendor must keep TAMIU advised at all times of status of order. Default promised delivery (without accepted reasons) or failure to meet specifications authorizes TAMIU to purchase supplies elsewhere and charge full increase, if any, in cost and handling to defaulting vendor.
- 3 No substitutions permitted without written approval of TAMIU.
- 4 Delivery shall be made during normal working hours only, unless prior approval has been obtained from ordering agency.

INSPECTION AND TESTS

All goods will be subject to inspection and test by TAMIU. All costs shall be borne by the vendor in the event products tested fail to meet or exceed all conditions and requirements of the specification. Goods delivered and rejected in whole or in part may, at TAMIU's option, be returned to the vendor or held for disposition at vendor's expense. Latent defects may result in revocation of acceptance.

AWARD OF CONTRACT

A response to this bid is an offer to contract based upon the terms, conditions and specifications contained herein. Bids do not become contracts until they are accepted through a purchase order. The contract shall be governed, construed and interpreted under the laws of the State of Texas. The factors listed in Texas Government Code, Title 10, Subtitle D, Section 2156.007 shall also be considered in making an award.

PAYMENT

Vendor shall submit one copy of an itemized invoice showing purchase order number on all copies. TAMIU will incur no penalty for late payment if payment is made in 30 or fewer days from receipt of goods or services and an uncontested invoice. For restrictions regarding prepayment, see section 11, below.

PATENTS OR COPYRIGHTS

The vendor agrees to protect TAMIU from claims involving infringement of patents or copyrights.

VENDOR ASSIGNMENTS

Vendor hereby assigns to ordering agency any and all claims for overcharges associated with this contract arising under the antitrust laws of the United States 15 U.S.C.A. Section 1, et seq. (1973), and the antitrust laws of the State of Texas, TEX. Bus. & Comm. Code Ann. Sec. 15.01, et seq. (1967). Inquiries pertaining to bids must give requisition number, codes, and opening date.

BIDDER AFFIRMATION

Signing this bid with a false statement is a material breach of contract and shall void the submitted bid or any resulting contracts, and the bidder shall be removed from all bid lists. By signature hereon affixed, the bidder hereby certifies that:

- 1 The bidder has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted bid.
- 2 The bidder is not currently delinquent in the payment of any franchise tax owed the State of Texas.
- 3 Neither the bidder nor the firm, corporation, partnership, or institution represented by the bidder, or anyone acting for such firm, corporation or institution has violated the antitrust laws of this State or the Federal Antitrust Laws (see section 9, above), nor communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business.
- 4 The bidder has not received compensation for participation in the preparation of the specifications for the bid.
- 5 Under Section 231.006, Family Code (relating to child support), the bidder certifies that the individual or business entity named in this bid is not ineligible to receive the specified payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate.
- 6 Bid must include names and Social Security Numbers of each person with at least 25% ownership of the business entity submitting the bid. Bidders that have pre-registered this information on the TPASS Centralized Master Bidders List have satisfied this requirement. If not preregistered, complete the following.
Enter name above, Social Security Number below.

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Enter name above Social Security Number below.

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Enter name above, Social Security Number below.

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Enter name above, Social Security Number Below.

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7 Under Section 2155.004 Government Code (relating to collection of state and local sales and use taxes) the bidder certifies that the individual or business entity named in this bid is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and/or payment withheld if this certification is inaccurate.

8 University is prohibited from contracting with an institution or third-party servicer that has been terminated under section 432 of the HEA for a reason involving the acquisition, use, or expenditure of Federal, State, or local government funds, or that has been administratively or judicially determined to have committed fraud or any other material violation of law involving Federal, State, or local government funds; or contracting with or employing any individual, agency, or organization that has been, or whose officers or employees have been convicted of, or pled *nolo contendere* or guilty to, a crime involving the acquisition, use, or expenditure of Federal, State, or local government funds; or administratively or judicially determined to have committed fraud or any other material violation of law involving Federal, State, or local government funds.

By submitting a bid, vendor certifies that vendor is eligible to participate in this Agreement and has not been subjected to suspension, debarment, or similar ineligibility determined by any federal, state or local governmental entity and that Vendor is in compliance with the State of Texas statutes and rules relating to procurement and that Vendor is not listed on the federal government's terrorism watch list as described in Executive Order 13224. Entities ineligible for federal procurement are listed at <http://www.epls.gov>.

NOTE TO BIDDER- Terms and conditions attached to a bid will not be considered unless specifically referred to on this bid form.

WARNING: Such terms and conditions may result in disqualification of the bid. (e.g. bids with the laws of a State other than Texas, requirements for prepayment not defined in or allowed for in this bod document, limitations on remedies, etc.)

Check below if preference claimed under Rule 1 TAC 113

Terms: _____ FOB: DESTINATION

() Texas produced supplies, materials or equipment () Texas agricultural products

() USA produced supplies, materials or equipment () Recycled material product

() Historically Underutilized Business certified by TPASS. Please specify ()BLK ()HI ()W/O ()AS ()AI

By signing this bid, bidder certifies that if a Texas address is shown as the address of the bidder, bidder qualifies as a Texas Resident Bidder as defined in Rule 1 TAC 113.8